



<b>SUBJECT: AVAILABILITY OF CREDENTIALING INFORMATION</b> <b>SECTION: CREDENTIALING</b> <b>POLICY NUMBER: CR-18</b>	<b>EFFECTIVE DATE: 09/28/2022</b>
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**Policy Statement**

Foresight ensures that all providers have access to the information that is required for the credentialing process and all credentialing policies and procedures.

This policy applies to all providers, for which Foresight has credentialing responsibility.

For purposes of this policy, providers applying to Foresight for credentialing shall be considered an “applicant”.

The applicant has the burden of providing complete and accurate information sufficiently detailed for the credentialing process to commence.

**Process**

Foresight makes the following nonproprietary information available to all applicants for credentialing upon request from the applicant and has the information on its website :

- 1. Credentialing policies and procedures**
- 2. Minimum qualification requirements**
- 3. CAQH application instructions**
- 4. Information required to be included in an application**
- 5. Checklist of materials that must be submitted in the credentialing process**
- 6. Designated contact information, including a designated point of contact, an email address and a telephone number to address any credentialing inquiries**

*Note: Except as required by law, the Credentialing Committee reserves the right to grant exceptions to this policy.*



<b>Review Reason</b>	<b>Comments</b>	<b>Reviewed By</b>	<b>Reviewed On</b>	<b>Approved By</b>	<b>Approved On</b>
New Policy	N/A	Victoria Alvarez	09/27/2022	Credentials Committee	09/28/2022